

A GUIDE TO CHARTER VESSEL REGULATIONS

INTRODUCTION

Because charter vessels carry that most valuable cargo, people, the Coast Guard has stepped up enforcement of the regulations pertaining to Uninspected Passenger Vessels within their Area of Responsibility (AOR). These include the equipment and operating requirements of 46 Code of Federal Regulations (CFR) Subchapter C; the drug testing program regulations of 46 CFR Part 16, the licensing requirements of 46 CFR Part 15; and other pollution prevention regulations found in 33 CFR Part 151 and 159.

EXAMINATION TYPES

There are 3 examinations types explained as follows:

VOLUNTARY EXAMINATION: These examinations allow the vessel operator to pick the time and the place where the Coast Guard may board to ensure compliance.

RANDOM ENFORCEMENT BOARDING: These boardings are required whenever a CG Officer, Warrant Officer, or Petty Officer requests a vessel operator to make his vessel available for inspection and may take place at any time in accordance with 46 CFR 26.15-1. Due to the nature of law enforcement regulation authorities, these boardings can interrupt passenger vessel operations. The boardings can be conducted either while the vessel is underway or while the vessel is sitting at the dock.

FOLLOW UP VISITS: These will be conducted to ensure that any deficiencies which were found during a voluntary examination or random enforcement boarding are corrected in a given grace period if one has been given. The visits may be either voluntary or mandatory depending on circumstances surrounding the deficiencies found and the effort of the operator to correct the deficiency. Documentation of a corrected deficiency, such as a receipt for a new life preserver, may preempt the need for a follow-up boarding.

Upon completion of a satisfactory examination, the operator will be given a windshield sticker indicating that the vessel is at that time in compliance with the applicable regulations. It is the Coast Guard's intent that this indication of compliance will be taken into consideration when a law enforcement authority requests a vessel to stop for a boarding. A vessel operator can then present the exam checklist to the law enforcement officer who might then decide choose to go to another vessel. The operator may also use this as a promotional tool.

DEFINITIONS

The following are some of the more important definitions chosen from both the regulations and the U.S. Code. Owners and operators should review these regulations and learn how they apply to their operation:

CARRYING PASSENGERS FOR HIRE: The carriage of any person or persons by a vessel for a valuable consideration whether directly or indirectly flowing to the owner, charterer, operator, agent or any other person interested in the vessel.

CONSIDERATION: Means an economic benefit, inducement, right or profit including pecuniary payment accruing, to an individual, person or entity, but not including a voluntary sharing of actual expenses of the voyage, by monetary contribution or donation of fuel, food, beverage or other supplies.

INTERNATIONAL VOYAGE: The International Convention for Safety Of Life At Sea (SOLAS) does not apply to vessels solely navigating on the Great Lakes... Accordingly, such vessels shall not be considered as being on an international voyage for the purposes of 46 CFR Subchapter C.

PASSENGER: Means an individual carried on a vessel, except the owner or an individual representative of the owner, on in the case of a vessel under charter, an individual charterer or an individual representative of the charterer; the master, or a member of the crew engaged in the business of the vessel who has not contributed consideration for carriage and who is paid for onboard services.

UNINSPECTED PASSENGER VESSEL: Means a vessel of less than 100 gross tons carrying not more than 6 passengers, including at least 1 passenger for hire: or that is chartered with crew provided or specified by the owner or the owner's representative and carrying not more than 6 passengers.

UNINSPECTED VESSEL: Means a vessel not subjected to inspection under 46 USC 3301, which is not a recreational vessel.

EQUIPMENT REQUIREMENTS

LIFESAVING REQUIREMENTS: (46 CFR 25.25)

PFD's: Each uninspected passenger vessel is required to carry one Type I PFD of each person onboard, including the crew. The table below will outline the popular types of PFD's that are USCG Approved:

TYPE I	Life Preserver / Jacket
TYPE II	Buoyant Vest
TYPE III	Flotation Aid / Marine Buoyant Device
TYPE IV	Throwable Device / Ring Buoys / Buoyant Cushions
TYPE V	Special Use / Hybrid Inflatables

Each TYPE I PFD required must be U.S. Coast Guard Approved and marked according to 46 CFR Subchapter Q.

As an alternative to the TYPE I PFD's, an approved TYPE V commercial PFD may be substituted for a life preserver if it is:

- (1) Used in accordance with the conditions marked on the PFD and in the owner's manual;
- (2) Labeled for use on commercial vessels; and
- (3) Worn when the vessel is underway and the intended wearer is not within an enclosed space.

PFD LIGHTS: PFD's must have a USCG Approved PFD Light attached to the front shoulder area of each Life Preserver. Batteries or lights should be checked for expiration date.

RETROFLECTIVE MATERIAL: PFD's must have 200sq.cm. of USCG Approved TYPE I Retro reflective Material on each side. The material should be equally divided in each upper quadrant of the life preserver.

RING BUOYS: Each vessel, which is 26 in length or longer, is also required to carry a USCG Approved Ring Buoy. The ring buoy must be at least 20 inches in diameter, however, as specific color is not specified in the regulations. (Note: Vessels 16 feet or more in length are required to carry one TYPE IV PFD onboard in addition to other required PFD's if operating as a recreational vessel as defined in 33 CFR.

STOWAGE OF LIFE SAVING GEAR: Life Preservers shall be stowed where they can be **"READILY ACCESSABLE"**. This may include under benches or in lockers.

Ring Buoys must be stowed where they are **"IMMEDIATELY AVAILABLE"**. Note how this differs from readily accessible. Ring Buoys should not be stowed under benches or in lockers, but where they can be seen and used quickly in the event of an emergency.

EPIRB (EMERGENCY POSITION INDICATING RADIO BEACON): EPIRBs are not required for uninspected passenger vessels.

FIRE EXTINGUISHING EQUIPMENT (46 CFR 25.30)

All hand portable and semi hand portable fire extinguishers are required to be USCG or UL approved.

CLASSIFICATION OF EXTINGUISHERS

<u>Extinguishing Class</u>	<u>Fire Types</u>
A	Ordinary Combustibles, such as wood
B	Flammable Liquids, such as oil, fuel, grease
C	Electrical
D	Combustible Metals

CAPACITY OF EXTINGUISHERS: All fire extinguishers on uninspected passenger vessels must be classified as Type B (Marine Use).

<u>Type:</u>	<u>Size:</u>	<u>Foam:</u>	<u>CO2 (Pounds):</u>	<u>Dry Chemical (Pounds):</u>
B-I		1.75	4	2
B-II		2.5	15	10
B-III		12	35	20

FIRE EXTINGUISHERS REQUIRED:

Motor Boats:

Minimum Number of Type B-I Portable Fire Extinguishers required

<u>Length (feet):</u>	<u># Fixed System</u>	<u>Fixed System</u>
Under 16	1	0
16 to not more than 26	1	0
26 to not more than 40	2	1
40 to not more than 65	3	2

Motor Vessels:

<u>Gross Tonnage</u>		<u>Minimum # of B-II Hand Portable Portable Fire Extinguishers</u>
<u>Over</u>	<u>Not Over</u>	
50		1
50	100	2
100	500	3
500	1000	6
1000		8

In addition to those requirements above, the following equipment must also be carried in motor vessel machinery spaces:

1. One B-II for each 1,000 bhp of the main engine up to 6 additional.
2. One B-III or fixed CO2 system on vessels over 300 gross tons. Semi-portable extinguishers must be permanently secured to the vessel.

GRANDFATHER CLAUSE: Those vessels contracted for *prior to* November 19, 1952 shall meet the regulations insofar as type and number of equipment. Existing equipment may remain in service so long as they remain serviceable and in good condition.

MACHINERY REQUIREMENTS – 46 / 33 CFR

BACKFIRE FLAME CONTROL: (46 CFR 25.35-1)

Every gasoline engine installed in a motorboat after April 25, 1940 except outboard motors, shall be equipped with an acceptable means of backfire flame control. Installations of backfire flame arresters bearing basic CG Approval #'s 162.015 or 160.041 or engine air and fuel induction systems bearing basic CG Approval #'s 162.025 or 162.042 may be continued in use as long as they are serviceable and in good condition. New backfire flame arresters complying with SAE J-1928 or UL 1111 and marked accordingly are acceptable. Must be suitably secured to the air intake with a flame tight connection.

FUEL SYSTEMS: (33 CFR 183.510)

All fuel tanks must be secured on board vessels. Tanks over 7 gallons are considered permanent and must be properly grounded and vented. All fuel hoses must be USCG approved types for the specific application, in good condition without cracks or leaks. Hose clamps must be of a non-corrosive material and installed properly.

ELECTRICAL SYSTEMS: (33 CFR 183.401)

Batteries must be installed in a manner that secured them from movement. Battery terminals must be covered and free from corrosion. Wiring must be organized with proper fuses / circuit breakers. Spark plug, coil and distributor connections must have a tight fitting cap, boot or nipple.

VENTILATION: (46 CFR 25.40)

Compartments containing gasoline powered machinery or gasoline fuel tanks must be fitted with 2 ventilator ducts (one exhaust / one intake) for the efficient removal of gasoline vapors. The exhaust ducting must extend into the lowest portion of the bilge area, and the intake ducting must extend at least midway into the bilge area or at least below the level of the engine air intake. The ventilator ducts must be fitted with cowls. As an alternative, the vessel can meet the requirements of the Recreational Vessel Regulations of 33 CFR 183.601

ANCHOR AND ANCHOR LINE:

Vessels while operating are required to carry an anchor and anchor line of sufficient weight, length, and strength to provide safe anchorage.

MARINE SANITATION DEVICE: (33 CFR Part 159)

If a toilet is *installed*, the vessel must have either a TYPE II USCG Approved MSD or a TYPE III holding tank. TYPE III holding tanks may not be discharged into the waters of the Great Lakes. Any overboard discharges must be sealed.

COOKING, HEATING AND LIGHTING SYSTEMS (46 CFR 25.45)**HEATING AND LIGHTING:**

There are several fuels that may be used in any heating or lighting system on vessels carrying passengers. Certain fuels such as alcohol, fuel oil, kerosene, wood or coal may be used with qualifications as described in Subchapter C and Chapter 6 of the National Fire Protection Association (NFPA) Standard NFPA 302. Other fuels may not be used unless approved by the Commandant of the USCG.

COOKING SYSTEMS:

The same fuels discussed above, with restrictions, may also be used for cooking aboard vessels carrying passengers. Effective in the Federal Register of Feb 06, 1990, the Coast Guard authorizes the use of liquefied petroleum gas (LPG), or compressed natural gas (CNG) aboard passenger carrying vessels. These LPG or CNG systems must be installed to meet American Boat and Yacht Council (ABYC) Standard A-22-78 or the NFPA Standard 302, Chapter 6.

OPERATING REQUIREMENTS

Prior to getting underway, the operator shall ensure that suitable public announcements, instructive placards or both are provided in a manner which affords all passengers the opportunity to become acquainted with:

1. Stowage locations of Life Preservers
2. Proper method of donning and adjusting life preservers
3. The type and location of all lifesaving devices carried aboard
4. The location and contents of the Emergency Check off List.

Operators must ensure that an **Emergency Check-off List** is posted in a conspicuous and continuously accessible place to serve as notice to the passengers and a reminder to the crew [see enclosure 1]

NAVIGATION RULES:

The operator of each self-propelled vessel 12 meters or more in length shall carry onboard and maintain for ready reference a copy of the Inland Navigation Rules.

VISUAL DISTRESS SIGNALS:

Vessels must be equipped with visual distress signals for both day and night use.

<u>Approval #</u> <u>Under 46 CFR</u>	<u>Device</u> <u>Description</u>	<u>Meet Requirement</u> <u>For</u>	<u>#Required</u>
160.021	Hand Held Red Flare Distress Signals (3)	Day or Night	3
160.022	Floating Orange Smoke Distress Signals	Day Only	3
160.024	Parachute Red Flare Distress Signals	Day and Night (1)	3
160.036	Hand Held Rocket Propelled Red Flare Signals	Day and Night	3
160.037	Hand Held Orange Smoke Distress Signal	Day Only	3
160.057	Floating Orange Smoke Distress Signal	Day Only	3
160.065	Distress Signal for Boats, Red Aerial Pyro Flare	Day and Night (2)	

- (1) These signals require use in combination with a suitable launching device approved under 46CFR160.028
- (2) These devices may be either meteor or parachute assisted type. Some of these signals may require use in combination with a suitable launching device approved under 46CFR160.028.
- (3) Must have manufactures date of 01 OCT 1980 or later.

NAVIGATIONAL LIGHTS:

Vessels are required to display navigational lights in accordance with Coast Guard Navigation Rules between sunset and sunrise and during other periods of reduced visibility.

SOUND PRODUCING DEVICE:

Vessels 12 meters (39.4 feet) or more in length are required to carry onboard a whistle or horn, and a bell. Any vessel less than 12 meters in length must carry a whistle, horn, or some other means of making a efficient sound signal. Athletic whistles are not acceptable on vessels over 12 meters.

POLLUTION PLACARD:

All boats 26 feet or greater must have a placard of at least 5 x 8 inches, made of durable material, fixed in a conspicuous place in each machinery space, or at the bilge and ballast pump control station, stating the following –

DISCHARGE OF OIL PROHIBITED

“The Federal Water Pollution Control Act prohibits the discharge of oil or oily waste into or upon the navigable waters of the United States, or the waters of the contiguous zone, or which may effect natural resources belonging to, appertaining to, or under the exclusive management authority of the United States, if such discharge causes a film or discoloration of the surface of the water or causes a sludge or emulsion beneath the surface of the water. Violators are subject to substantial civil penalties and / or criminal sanctions including fines and imprisonment.”

MARPOL TRASH PLACARDS:

This requires each manned U.S. ship of 26 feet or greater in length to post a placard prohibiting the discharge of plastic in the navigable waters of the United States. For ships while operating on the Great Lakes or their connecting or tributary waters, the placard must notify the reader of the information on the coastal placards, or the following:

“The discharge of all garbage into the Great Lakes or their connecting or tributary waters is prohibited. A person who violates the above requirement is liable for a civil penalty of up to \$25,000, a fine of up to \$50,000, and imprisonment for up to five years for each violation.”

OIL POLLUTION ACT OF 1990 (OPA 90):

OPA 90 became law effective August 18, 1990. This law affects the operation of uninspected passenger vessels. Addressed by this act are issues of manning and personal responsibilities. OPA 90 authorizes the Coast Guard to suspend or revoke marine operator licenses for DWI/DUI convictions. This conviction is not necessarily a BWI conviction for operating a vessel, but may also include any conviction in a city, town, village or state court. In fact, any conviction in a jurisdiction that may be entered in the National Driver Register is eligible for consideration.

Convictions for DWI/DUI reflect unfavorably on an applicant's suitability to be entrusted with the duties and responsibilities of a Coast Guard issued mariner's license. The following guidelines apply:

1. For a single conviction during the previous three years, the nature, recency and severity of the incident must be considered in any other character evaluation;
2. Multiple convictions during the previous three years demonstrate an unwillingness or incapacity to comply with laws and regulations and are considered disqualifying;
3. Convictions over three years old will be considered only in conjunction with other recent criminal activities or other incidents reflecting unfavorably with the applicant's character.

OPERATING A COMMERCIAL VESSEL WHILE INTOXICATED:

The following excerpt apply to uninspected passenger vessel operations –

1. For purposes of this part, an individual is considered to be operating a vessel if he/she is a crewmember on a vessel. Operators, mates, and deckhands are crewmembers. A crewmember is a person engaged or employed on board a vessel required by law to be operated by a licensed individual. An individual who has no duties that directly affect the safe operation of a vessel is not a crewmember.
2. The standard of intoxication is defined as .04 BAC for commercial vessels. This standard is more restrictive by less than half of the .10 BAC standard for DWI on the highways in most states. In addition, the crewmember is intoxicated when the effect of the intoxicant consumed by the crewmember on the person's manner, disposition, speech, muscular movement, general appearance or behavior is apparent by observation.
3. Only a Law Enforcement Officer or the Marine Employer may direct a chemical test for reasonable cause. Reasonable cause exists when a crewmember was directly involved in the occurrence of a marine casualty, or is suspected of being intoxicated as described above.
4. If an individual refuses to submit to a timely chemical test as required by a Law Enforcement officer, then evidence of the refusal is admissible in evidence and the individual is presumed to be intoxicated.

CHEMICAL TESTING

The drug testing regulations provide a means to minimize the use of intoxicants and to promote a drug free and safe work environment. There are five types of chemical tests required by the regulations. They are Pre-employment, Periodic, Random, Serious Marine Accident, and Reasonable Cause.

DEFINITION OF A CREW MEMBER: is defined as -

- a. On board a vessel acting under the authority of a license, certificate of registry, or merchant mariner's document issued under 46 CFR, whether or not the individual is a member of the vessel's crew; or
- b. Engaged or employed on board a vessel owned in the United States that is required by law or regulation to engage, employ, or to be operated by an individual holding a license, certificate of registry, or merchant mariner's document issued under 46 CFR...

TYPES OF CHEMICAL TESTING:

1. **Pre-employment Testing** – Crewmembers must be tested prior to acting as crewmembers aboard any vessel owned by a specific marine employer.
2. **Periodic Testing** – A chemical test is required whenever a physical examination is required by regulation. For instance, prior to renewing a CG issued license, applicants must undergo a physical exam and therefore, a drug test.
3. **Random Testing** – Random testing is required for crewmembers who hold a license, who perform duties and functions directly relating to the safe operation of the vessel or are specifically assigned the duties of warning, mustering, assembling, assisting, or controlling the movement of passengers during an emergency. Random selection means that every member of a given population has substantially equal chance of selection on a statistically valid basis. Crewmembers must be tested at an annual rate of 50%.
4. **Serious Marine Incident Testing** – Persons directly involved in a Serious Marine Incident must be tested for evidence of dangerous drugs and alcohol.
5. **Reasonable Cause Testing** – A crewmember that is reasonably suspected of using a dangerous drug shall be chemically tested for dangerous drugs.

Persons who have be subject to random testing for a period of at least 60 days during the previous 185 days or who have passed a test for dangerous drugs in the last 6 months are not required to undergo another test for the required pre-employment or periodic testing requirements.

The regulations also require the maintenance of certain records. Chemical testing programs must be established in accordance with 46 CFR Part 16 – Subpart C, Standards for Chemical Testing for Dangerous Drugs, which specifies urinalysis collection, chain of custody, handling and shipping, and laboratory requirements. An integral part of the testing regulations includes a medical review officer, who reviews positive tests to ensure there is no medical reason for a positive test.

MARINE CASUALTY REPORTING:

A marine casualty is an occurrence or accident involving a vessel which results in damage by or to the vessel, its apparel, gear or cargo, or injury or loss of life of any person; and includes among other things, collisions, allisions, stranding, groundings, floundering, heavy weather damage, fires, explosions, failure of gear and equipment, and any other damage which might affect or impair the seaworthiness of the vessel. Casualties also include injury or loss of life when using underwater breathing apparatus. Casualties meeting the following criteria must be reported as soon as possible to the nearest CG Marine Safety Office or CG Group:

1. Death of an individual
2. Serious injury to an individual
3. Material loss of property
4. Material damage affecting the seaworthiness or efficiency of the vessel
5. Significant harm to the environment.

The occurrences also require written notification to report the above incidents within five days of the occurrence to the closest CG Marine Safety Office.

SERIOUS MARINE INCIDENT:

A serious marine incident is any marine casualty or accident defined above and required to be reported to the Coast Guard and which results in any of the following –

1. One or more deaths.
2. An injury as defined above.
3. Damage to property in excess of \$100,000
4. Actual or constructive total loss of any vessel subject to inspection
5. Actual or constructive loss of any self-propelled vessel, not subject to inspections, of 100 gross tons or more
6. A discharge of oil of 10,000 gallons or more whether or not resulting from a marine casualty
7. A discharge of a reportable quantity of a hazardous substance whether or not resulting from a marine casualty.

LICENSING:

The operator of a vessel carrying 6 or fewer passengers for hire must have a license issued by the Coast Guard. This license must be in the operator's possession on board and available for immediate production to any Coast Guard Boarding Officer while carrying passengers for hire.

FCC RADIO LICENSE:

Any FCC Station License and Operator's License is required for vessels having a VHF radio if it is anchored in Canadian waters, moored in Canada or transmits to a Canadian station.

DOCUMENTATION:

Any vessel of at least 5 net tons and operates on the Great Lakes, commercially, must be documented with the U.S. Coast Guard. The following calculations may be used to come to a quick determination as to the tonnage of a vessel –

LBD – Length x Breadth x Depth (measured in feet)

Sail Vessel - .9 (.5 LBD/100)

Other Conventional Hull - .8 (.67 LBD/100)

Barge Shaped Hull - .8 (.84 LBD/100)

Multi Hull Vessel – Use the applicable calculation above x 2

Outboard Engine – Use the applicable calculation without the first factor (.8 or .9)

STATE REGISTRATION AND NUMBERING: (33 CFR 174.11)

Vessels that do not qualify for documentation must be registered with in the state of principle use and display numbers. Numbers must be permanently attached to each side on the forward half of the vessel. The current validation sticker must be affixed within six (6) inches of the registration numbers, and on the same plane. No other letters, numbers, or decals may be displayed nearby. Letters and numbers must be of a contrasting color to the hull, be of block characteristic, at least 3 inches in height, and the space between the state prefix – number – suffix must be separated either by the width of an individual letter or a “-”.

COAST GUARD CAPACITY PLATE: (33 CFR 183.31)

This plate is affixed by the boat manufacture and applies to all monohull boats less than 20 feet in length except sailboats, inflatables, canoes and kayaks. This plate must be at least 4 inches wide, and display in black letters over yellow the maximum number of person's capacity in whole numbers of persons and in pounds, the maximum weight capacity in pounds, and the maximum horsepower for that boat or the words “This Boat Not Rated for Propulsion by Motor”. The plate must be permanently displayed in a legible manner where it is clearly visible to the operator when getting the boat underway.

CERTIFICATE OF COMPLIANCE LABEL: (33 CFR 181.7)

This label is affixed by the boat manufacture and should contain the following statement:

“This Boat Complies With U.S. Coast Guard Safety Standards in Effect on the Date of Certification”.

EXHAUST BLOWER LABEL: (33 CFR 183.610)

If a blower is required on a boat, there must be a label affixed to the boat. The label must be located so that the following requirements are satisfied –

1. It must be near the ignition switch, and
2. It must be able to be seen by the operator who is in a normal position to operate the ignition switch(es).

The label must display the following information –

WARNING!

GASOLINE VAPORS CAN EXPLODE
BEFORE STARTING ENGINE OPERATE BLOWER FOR 4 MINUTES
AND
CHECK ENGINE COMPARTMENT BILGE FOR GASOLINE VAPORS

COAST GUARD CONTACT TELEPHONE NUMBERS

COAST GUARD SECTOR LAKE MICHIGAN

2420 S. Lincoln Memorial Drive
Milwaukee, WI 53207-1997
Tel: 414-747-7155
Fax: 414-747-9890

COAST GUARD MARINE SAFETY DETACHMENT

57 N. 12 Ave, Suite 108
Sturgeon Bay, WI 54235
Tel: 920-743-9448
Fax: 920-743-9724

COAST GUARD GROUP MILWAUKEE

2420 S. Lincoln Memorial Drive
Milwaukee, WI 53207-1997
Tel: 414-747-7190

Licensing

Coast Guard Regional Exam Center
Federal Building, Room 501
234 Summit Street
Toledo, OH 43604-1590
Tel: 419-259-6394/95
Fax: 419-259-6374

Documentation

National Documentation Center
Tel: 304-271-2400
304-271-2405

Reporting Pollution Incidents

National Response Center
1-800-424-8802

COAST GUARD STATIONS

Coast Guard Station Sturgeon Bay

2501 Canal Road
Sturgeon Bay, WI 54235
Tel: 920-743-3367

Coast Guard Station Two Rivers

13 East Street
Two Rivers, WI 54241
Tel: 920-793-1304

Coast Guard Station (Sm) Washington Isl.

Lobdell Point Road, Box 10
Washington Island, WI 54246
Tel: 920-847-2554

Coast Guard Station Milwaukee

2420 S. Lincoln Memorial Drive
Milwaukee, WI 53207-1997
Tel: 414-747-7170

Coast Guard AUXOP Green Bay

PO Box 8486
Green Bay, WI 54308-8486
Tel: 920-435-7042

Coast Guard Station (Sm) Sheboygan

235 Pennsylvania Ave
Sheboygan, WI 53081
Tel: 414-452-0346

Enclosure (1)

RECOMMENDED EMERGENCY INSTRUCTIONS 46 CFR 185.512

ROUGH WEATHER AT SEA, CROSSING HAZARDOUS BARS OR FLOODING

1. Notify Master.
2. Close all watertight and weathertight doors, hatches, and air vents to prevent taking water aboard or further flooding the vessel.
3. Keep bilges dry to prevent loss of stability due to water in bilges. Use power driven bilge pump, hand pump and buckets to de-water.
4. Align fire pumps to use as bilge pump if possible.
5. Check all intake and discharge lines which penetrate the hull for leaks.
6. Keep passengers seated and evenly distributed.
7. Have passengers put on life preservers if the going becomes very rough or you are about to cross a hazardous bar.
8. Never abandon a vessel unless actually forced to do so.
9. If assistance is needed use the International Distress call over radiotelephone or call the Coast Guard immediately. Follow the procedures on the emergency broadcast placard posted by the radiotelephone.
10. Prepare survival craft (liferafts, lifefloats) for launching.

PERSON OVERBOARD

1. Notify Master.
2. Throw a ring buoy overboard as close to the person as possible.
3. Post a lookout to keep the person overboard in sight.
4. Launch the rescue boat or maneuver the vessel to pick up the person.
5. Have a crew member put on a lifejacket and safety line and prepare to jump into the water to assist the person overboard if necessary.
6. If person is not immediately located notify the Coast Guard and other vessels in vicinity by radiotelephone.
7. Continue search until released by Coast Guard.

FIRE AT SEA

1. Notify Master/Receive permission.
2. Cut off air supply to fire - close hatches, ports, doors, and ventilators, etc. and shut off ventilation system.
3. Cut off electrical system supplying affected compartment, if possible.

4. If safe, immediately use portable fire extinguishers at base of flames for flammable liquid or grease fires or water for fires in ordinary combustible materials. Do not use water on electrical fires.
5. If fire is in machinery spaces shut off fuel supply and ventilation and discharge fixed extinguishing system if installed.
6. Maneuver vessel to minimize effect of wind on fire.
7. If unable to control fire, immediately notify Coast Guard and other boats in the vicinity by radiotelephone, etc.
8. Move passengers away from fire, have them put on life preservers, and if necessary, prepare to abandon the vessel.